

CASWELL COUNTY

SOCIAL SERVICES BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on September 17, 2019 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jeffries, Chairman; Mr. David Owen; Mrs. Patricia Thompson; Mr. David Shatterly; Mrs. Ethel Gwynn; Mrs. Tammy Paschal, Administrative Officer and Ms. Dianne Moorefield, Secretary to the Board.

Mr. Jeffries called the meeting to Order at 8:30 a.m. The agenda was reviewed and approved upon a motion by Mr. Owen and second by Mrs. Thompson. Minutes of the meeting held August 20, 2019 were reviewed and approved upon a motion by Mr. Shatterly and second by Mrs. Thompson. There was no public address to the Board.

Budget Amendment #3, a CP&L Energy allocation in the amount of \$900.00 was approved upon a motion by Mrs. Thompson and second by Mr. Owen. The State's Record Retention Schedule was approved upon a motion by Mr. Shatterly and second by Mrs. Gwynn.

It was reported that \$93.00 was paid in overtime in the September payroll.

Board Members were informed that Mrs. Waddell, Mrs. Anderson, Mrs. Paschal, Ms. Hughes and Ms. Moorefield attended Workplace Violence and Illegal Harassment Training on August 30, 2019. This training was provided by the County and was held at the library. While all Supervisors were extended an invitation to attend, Mrs. Moye and Mrs. Harrelson were unable to participate due to other commitments.

Board Members were informed that a lot of work has taken place in addressing the challenges with the agency's computer and telephone systems. A major concern continues to be the inability to use the paging system so the receptionist struggles with being able to notify staff of clients and of important calls. The IT Director has been working with DSS staff and telephone representatives to analyze the problems and develop solutions. There was discussion concerning the safety issues and potential liability related to the communication challenges, especially in situations with citizens and professionals needing to make reports of child and adult abuse and neglect.

All Supervisors attended the meeting and reported on work within their respective units.

The next regularly scheduled meeting of the Social Services Board was scheduled for October 15, 2019 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mrs. Gwynn and a second by Mr. Shatterly the meeting of the Social Services Board was adjourned at 8:55 a.m.

Respectfully Submitted:

X Jeremiah Jeffries

Mr. Jeremiah Jeffries, Chairman

Date: 10/15/19

Dianne Moorefield

Ms. Dianne Moorefield

Date: 10/15/19